

**COMMISSION ON TEACHER CREDENTIALING**

PROFESSIONAL SERVICES DIVISION

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**TO: Deans and Directors of Preliminary Multiple and Single Subject Teacher Preparation Programs Implementing the California Teaching Performance Assessment (CalTPA) model**

**FROM: Lawrence W. Birch, Ed.D., Division Director**

**DATE: July 25, 2008**

**RE: Additional Guidance for Program Sponsors Implementing the CalTPA**

This letter is another in a series of information updates and guidance to the field as we move into full implementation mode for the Teaching Performance Assessment requirement. This letter will focus on four topics: clarification of what is meant by the “candidate’s own work” in terms of the work submitted for CalTPA task scoring, clarification of CalTPA “Lead Assessor” status, update on online CalTPA recalibration for assessors, and clarification of the TPA-related requirements for SB 57 candidates.

***“The candidate’s own unaided work.”*** Candidate responses on each of the CalTPA tasks that are submitted for scoring should represent the work of that candidate without benefit of feedback from any other person associated with the teacher preparation program (including, but not limited to, course instructors, assessors, the TPA Coordinator, master/mentor/cooperating teacher, fellow students, and similar individuals). Programs may help candidates “practice the tasks of the TPA” by asking the candidate to complete similar activities to those that are in the *Designing Instruction*, *Assessing Learning*, and *Culminating Teaching Experience* tasks and by providing feedback on these candidate responses. However, what the candidate submits for actual scoring for official CalTPA purposes should not be any of these “practice” experiences, but should instead be a new response by the candidate that represents his/her unaided work as defined above. It is not possible to practice the actual activities of the *Subject Specific Pedagogy* task as this task provides specific case studies and there are not multiple versions of these case studies that would allow for practice.

Some programs are asking candidates to complete practice responses to one or more tasks, such as asking candidates to write lesson plans addressing the needs of English learners or incorporating into a lesson plan information they have learned about the students in the class as a whole, and are then providing candidates with feedback on these responses. Some programs may also have decided to grade the candidate’s practice answers and use the score as part of an overall course grade. Choosing to do either or both of these activities is within a program’s purview.

However, as indicated above, any task response on which the candidate has received feedback should not be the task that is submitted for official TPA scoring purposes.

**Lead Assessors.** Only programs may designate an individual to be a Lead Assessor. Individuals may not propose themselves, and they may not sign up for Lead Assessor training unless they are sponsored by a program. Lead Assessors must have calibrated on all four tasks in order to be a Lead Assessor. If a program discontinues sponsorship of a particular Lead Assessor, the program sponsor should notify the Commission ([npearce@ctc.ca.gov](mailto:npearce@ctc.ca.gov)). Lead Assessors must be sponsored by a teacher preparation program in order to remain in the role of Lead Assessor.

**Update on Online Recalibration for Assessors.** The Commission's online recalibration process for recalibration of CalTPA assessors who have not scored within a six-month time period is now available. The CalTPA Coordinator for each program has been provided with access and implementation information for the online recalibration process.

**Early Completion Option Intern Candidates (SB 57).** Candidates in the Early Completion Option of a multiple or single subject Intern program who began that program after July 1, 2008 are subject to the TPA requirement. For more information, refer to the following CTC leaflet: <http://www.ctc.ca.gov/credentials/leaflets/cl840.pdf> (Intern Early Completion)

**Candidates with Private School Experience (SB 57).** Candidates with sufficient private school teaching experience who are eligible under the provisions of SB 57 to apply directly to the Commission for a multiple or single subject credential are not subject to the TPA requirement. For more information, refer to the following CTC leaflet: <http://www.ctc.ca.gov/credentials/leaflets/cl834.pdf> (Private School)

**Candidates with Peace Corps Experience.** Candidates with sufficient Peace Corps experience who are eligible to apply directly to the Commission for a multiple or single subject credential are also not subject to the TPA requirement. For more information, refer to the following CTC leaflet: <http://www.ctc.ca.gov/credentials/leaflets/cl535.pdf> (Peace Corps)

**Contact information for the CalTPA.** Program sponsors may use any of the following contact options:

General email: [tpa@ctc.ca.gov](mailto:tpa@ctc.ca.gov)

CalTPA Consultant email: [ssullivan@ctc.ca.gov](mailto:ssullivan@ctc.ca.gov); [wbacer@ctc.ca.gov](mailto:wbacer@ctc.ca.gov)

TPA administrator: [pjacobson@ctc.ca.gov](mailto:pjacobson@ctc.ca.gov)

Registration for CalTPA training: [npearce@ctc.ca.gov](mailto:npearce@ctc.ca.gov)